

**Indiana SPF SIG
Training and Outreach Workgroup Meeting
June 12, 2007**

Attending: Mary Lay, Kim Manlove, Marcia French, Tonya Richards, April Angermeier, Lisa Hutcheson, Eric Martin, Rebecca Smith, Jeanie Alter, Janice Lee, Dave Bozell

Previous minutes were reviewed and approved

Update on contracting process

Marcia updated everyone on the contracts and said they were “progressing” through the system. Awardees have a packet of information which includes HIPPA language so they can read through that and get any approval that might be needed so contracts are not slowed. She also included a program director job description as well as information on the SPF SIG process and the evaluation component. Hopes are that contracts will be awarded by July 15.

Marcia and Jeanie are developing benchmark criteria for the site visits which will begin in July (the northern counties will be visited the week of July 23-27 and then Tippecanoe County on July 30). Others will be encouraged to attend the IAPP training that is being held July 23-27. The southern county site visits will begin in August.

The ICJI contract was received after all of the negotiations had taken place so a new contract was written. This contract will provide that ICJI and the community consultants work with the communities that were not funded through SPF SIG, providing them with the same resources and TA as the funded communities. Marcia stated that community consultants will be authorized to work with these communities 11 hours per month.

Training

Mary mentioned that it would be a good idea to host “mini SPF” training for all of the awardees. IPRC has received CAPT training materials that highlight the 5 steps of the SPF SIG process (and CADCA has training materials that adhere to those steps as well). The IAPP training is September 10-14 so it was decided to have a “fall SIG recipient retreat” September 24-25. The first day would be a “business” day to talk about the administrative issues with the grant and the second would be the SPF SIG process training (so awardees can choose who to bring which day). Then those awardees would attend the GAC meeting on the 25th to be introduced to the GAC members.

Eric suggested giving the awardees “pre-assignments” so that work on their strategic action plans can begin at the two day retreat. There is also a SAPS training that was recommended that all awardees attend before the fall retreat. Tonya related that persons can test out of the week long drug course for a fee of \$60 and that seems to be the most economical and efficient approach to that course.

Newsletter

Newsletter went out last Friday and will now focus on the SPF SIG process, breaking each step down into basic information.

MVOV

Mary gave an update on MVOV and said that registration is now available on line and the hard copies will be available soon (maybe by the end of the week – Mary will forward the information). Participants are eligible to receive 9 hours of CEUs upon completion. July 8th is the deadline for early registration (fee is \$80).

The IPRC as well as the Afternoons Rock program staff and community consultants will provide volunteers for registration and workshop facilitation. SPF SIG awardees who have not hired staff can still register for that staff person under a different name that can be changed later – this will cut down on registration problems and ensure that everyone has been registered who should be attending.

Maggie Lewis will now be co-facilitating a workshop with Paula and will conduct the cultural competency workshop under the conference track.

Next meeting: June 26th at 8:30

Submitted by: Lisa Hutcheson